

CLINTON/JACKSON ECI EXECUTIVE COMMITTEE MEETING MINUTES

Monday, July 13, 2015 - 8:00am, small board room

Clinton County Satellite Offices, 226 11th Street, DeWitt, Iowa

Board Members Present: Jack Willey, Linda Hledik

Staff Member Present: Jenny Kreiter

FY15 Financial Report(year & month)/Discussion: Jenny presented the bank statement and our fiscal agent monthly reports. The Executive Committee approved the monthly budget that will be presented to the Board from our fiscal agent.

FY15 Contract Update: Discussed the Child Care Nurse Consultant Program. The Executive Committee reviewed the application of the candidate being considered by the current contract holder. The Executive Committee reviewed a request from I Smiles with the documentation supporting their request for an indirect rate increase from 12% to 13.5% from the Federal Government. This will not increase the contract amount just the line item. The Executive Committee requested that Jenny ask that program to submit a new budget for review.

FY16 Budget/Contract Update: Jenny shared the document she received on July 8th from Shanell approving our FY16 budget. The Clinton/Jackson Board Chair will sign all contracts for FY16 on or after this date.

Review of LOE materials: Jenny reviewed the work she has done on our LOE materials with the Executive Committee.

Review of Policy and Procedure item: Jenny has been contacted by Dubuque Early Childhood Director to discuss developing a succession plan which involves support from both Boards if needed. The Executive Committee requested that Jenny meet with their Director to develop this document.

Set agenda for August Board Meeting: The Executive Committee set the agenda and asked Jenny to invite our local Legislator's to our next meeting.

New Business: No new business

Respectfully submitted by:

Jenny Kreiter, Director

Attachments can be viewed by contacting Jenny Kreiter at the Clinton County Satellite Offices.